NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTOR’S MEETING

22 Spiral Drive
Florence, KY

February 27, 2014

MINUTES

I. CALL TO ORDER - George Zubaty, Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at Noon.

II. INVOCATION - The invocation was given by Judge Henry Bertram, followed by the Pledge of Allegiance.

III. QUORUM - George Zubaty, Chair, declared a quorum based on the Secretary’s roll call.

Board members present were:

Judge Henry Bertram       Dan Groth*       Willie Schadler
Judge Carolyn Keith        Becky Hopkins*    Lisa Wilson-Plajer
Judge Darrell Link         Robert Horine*    Robert Yoder
Judge Ken McFarland        Lewis Kelly      Bobby Young
Judge Shorty Tomlinson     Ian Koffler       George Zubaty
Mayor Sherry Carran        Mark Kreimborg* 
Mayor Gene McMurry         Ray Kremer       Lisa Buerkley*
Lisa Buerkley*            Susan Maier
Joe Cottingham             Mayor Paul Meier

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Mayor Mark Carnahan        Mayor Rick Skinner     Nyoka Johnston
Mayor Charles French       Mayor Doug West       Pat Raverty
Mayor Jim Hamberg          Mayor Diane Whalen    Kenneth Rechtin
Mayor Mark Hart            Billie Bradford      Mark Sheffer
Mayor Jerry Peluso         Lewis Diaz
Staff members present:

Larry Bosley  Meghan Sandfoss  Anne Wildman
Bryan Cobb    Barbara Stewart  Lori Zombek
Lisa Cooper   Danielle Snyder  
Shelley Kelch  Drew Tilow       

IV. GUESTS - The Chair asked guests to introduce themselves and to note the jurisdiction or organization they represented.

Larry Tincher - Kentucky Transportation Cabinet (KYTC)
Chase Crigler – Sen. McConnell’s Office
John Thomas – GRW
Shane Lyle – GRW

V. RECOGNITION OF AUDIENCE - Anyone wishing to address the Board was asked to do so at this time.

Larry Tincher advised the Board that gas tax revenue has fallen in recent years. Chase Crigler spoke about the upcoming Heroin Listening Session with Senator McConnell that is scheduled for March 7th at NKADD. Board members are invited to attend.

VI. APPROVAL OF AGENDA - The Board of Directors was asked to approve the agenda (after the agenda is approved, deletions are subject to a 2/3 majority vote of those members present). Action requested.

The Agenda was amended to remove item B. Revolving Loan Fund under Section X. Programmatic. Judge Darrell Link moved to approve the February 27, 2014 Agenda as Amended; seconded by Mark Kreimborg. Motion carried.

VII. PRESENTATION OF MINUTES - Minutes of the January 23, 2014 meeting of the Board of Directors were mailed out previously and were ready for approval subject to any additions, deletions, or corrections. Action requested.

The Minutes were corrected to correct misidentification of Lisa Wilson-Plajer as “Mayor”. Mayor Gene McMurry moved to approve the Minutes, as Amended; seconded by Dan Groth. Motion carried.

VIII. CONSENT AGENDA - See Attachment 01. Action requested.

Mayor Gene McMurry moved to approve the Consent Agenda, as presented; seconded by Mark Kreimborg. Motion carried.
IX. **ADMINISTRATIVE** - Items relating to NKADD Administration will be discussed at this time.

A. **Financial Reports** - Larry Bosley presented the cumulative financial reports. See Attachment 02. **Action requested.**

Judge Darrell Link moved to approve the cumulative financial reports, as presented, seconded by Judge Henry Bertram. **Motion carried.**

B. **Building Addition Update** - Bryan Cobb reported on options that have been delivered by the architects. Options include three variations of an addition to the rear of the property at 22 Spiral Drive. **No action requested.**

C. **Northern Kentucky Transit** – NKADD’s legal representation are working on the details of a potential deal. If such a deal is possible, staff will make recommendations at an upcoming meeting. **No action requested.**

XI. **PROGRAMMATIC** - Items relating to NKADD program activities will be discussed at this time.

A. **Owen County Area Development Fund (ADF)** – Meghan Sandfoss reported that Owen County is requesting $6,088 for repairs to the Owen County Courthouse. **Action requested.**

Judge Carolyn Keith moved to approve the request, seconded by Judge Shorty Tomlinson. **Motion carried.**

B. Removed.

C. **Heroin Impact Coordinator RFP** – Meghan Sandfoss reported that the NKADD as Fiscal Agent for the Heroin Coordinated Plan has released an RFP for an agency to hire a coordinator for all heroin-related efforts. **Action requested.**

Mayor Sherry Carran moved to approve the RFP, seconded by Lisa Wilson-Plajer. **Motion carried.**

D. **RFP for the Job Skill and Performance Training Center at the new Covington Career Center** – Barbara Stewart reported that an RFP is being released to procure for agencies to occupy this space. See Attachments 03 & 04. **Action requested.**

Mayor Gene McMurry moved to approve the RFP, seconded by Judge Henry Bertram. **Motion carried.**
XII. **EXECUTIVE DIRECTOR'S REPORT**  - Lisa Cooper reported.

- The Bluegrass Area Development District Audit will be released the first week of March.

- The NKADD is launching a new website soon and members will be advised when it is available. NKADD is also active on many social media sites and members are encouraged to engage in that way.

XIII. **ANNOUNCEMENTS AND REMINDERS**  – The next meeting of the NKADD Board of Directors will be held on March 27, 2014.

XIV. **ADJOURNMENT**  – Mayor Gene McMurry moved to adjourn the February 27, 2014 meeting of the Board of Directors; seconded by Mark Kreimborg. **Motion carried.**

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George Zubaty, Chair

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Mayor Rick Skinner, Secretary/Treasurer